

## **Minutes of the Meeting of Doddinghurst Parish Council General Purpose Committee held at 20.00 on the 17<sup>th</sup> October 2018, Parish Room (adjacent the Village Hall), Doddinghurst Road, Doddinghurst.**

**Present:** Cllrs: Alan Farrow (Chairman), Julia Le Page, Gerry Smith, Phil Arnell,

1. **Apologies for absence.** Cllr Diane Rogers-Harrison
2. **Declaration of Interests relating to items on the agenda** - None declared.
3. **Resolved:** Approved, the minutes of the GP meeting of 20<sup>th</sup> June 2018.
4. **Information:** Update on activities undertaken since last meeting:
  - a) *Three ashes re-opens and one burial re-open and one full burial during the period.*
  - b) *Allotment meeting took place on 5<sup>th</sup> July for annual inspection. A couple of people have been asked to tidy up their plot but generally ok. One full and three half plots still vacant.*
  - c) *The Kicking goal work started on the 22nd June 2018. On completion the £20,000 CIF grant, awarded last autumn, was claimed.*
  - d) *Broadmead Leisure came on 5<sup>th</sup> July to complete a number of tasks which included replacing the basket swing.*
  - e) *The latest BBC Playground inspection was received on 26<sup>th</sup> September and items of moderate risk are being progressed with Broadmead Leisure; safety floor splitting in a couple of places and spares for cable runway.*
  - f) *An article was published in the October edition of the Link thanking residents for watering the planters during the summer and asking residents to put litter in the bins.*
  - g) *A new fire retardant and glass reinforced bin is on order for Peartree Field to replace the melted one. BBC will install. Total cost inc. VAT and delivery is £482.69*
  - h) *Police meeting with local Beat officer, PC. Faye Matthams and her colleague took place on September 10<sup>th</sup> 2018 in the Parish Room with approx. 25 people attending. Feedback on the meeting was good*
  - i) *Doddinghurst Football Pitch negotiations have progressed. Meeting between myself, Cllr Farrow and Cllr Smith and Brian Hallett, Chair of Brentwood Football Club took place 16<sup>th</sup> October 2018*
  - j) *Quotes obtained for servicing the Showers used by the Football team.*
  - k) *All Risk Assessments were completed*
  - l) *NATS team completed the tasks we asked them to do week beginning 13<sup>th</sup> August 2018.*
  - m) *PAT testing completed in Parish Office and the Room Alarm in the Parish Room has now been disconnected as it was going off intermittently and was no longer under the service contract.*
  - n) *Newsletter produced to go in LINK in November /December*
5. **Play Area – Latest Inspection Report**

Broadmead Leisure completed the work reported on and agreed in the previous GP minutes: Basketball Backboards, Multi activity unit repair, slide surface tile repairs, replacement of basket swing and adjustment of gate. The latest BBC Playground inspection was received on 26<sup>th</sup> September and items of moderate risk include safety floor splitting in a couple of places and spares for cable runway have been identified. At the last meeting it was agreed to use Broadmead Leisure to complete the outstanding works on the Play Area (see 5 above) as the original supplier, Park Leisure Ltd, has gone out of business and it is difficult to source replacement parts and companies to do the work. Most of the defects are due to wear and tear and/or vandalism which is not covered by warranty anyway.
6. **Resolved:** Broadmead Leisure should be asked to quote for outstanding work needed and delegated authority given to the Clerk to proceed with work under £2000.
7. **Resolved:** The cost of replacing the bin in Peartree Field was agreed.

**8. Information:** Burial Board discussed a query that had been received on Headstone positioning in the burial ground. The deceased's husband attended the meeting to convey his concerns.

**9. 🖐️ Resolved:** With reference to the query raised in point 8 above, the Burial Board to allow as an exception to the guidelines, the positioning of a Tablet with attached conditions, at the foot of the grave, as requested by the husband of the deceased. To avoid this situation in the future the DPC Burial Ground Documentation will be revised to ensure that for future burials it is clear that the orientation within the grave is determined with the Funeral Directors and the Deceased's next of kin prior to the funeral taking place.

**10. Information.** Meeting with Brentwood Town Football Club Chairman on 16<sup>th</sup> October 2018 was discussed including an estimate of the ongoing pitch and shower maintenance costs.

**11. 🖐️ Resolved:** To progress with the proposals agreed at the meeting with the Chair of Brentwood Town Football Club on 16<sup>th</sup> October 2018 which will include consideration of their contractors taking on the shower refurbishment and pitch maintenance, and subject to them having public liability insurance in place. DPC will continue to mow the fields. This will be documented in a new Heads of Agreement which will be drawn up.

**12. 🖐️ Resolved:** Draft Newsletter for the December edition of the Link was agreed.

**13. Any Other Urgent Business. None**

Date of Next meeting: Full Council to be at 20.00 on the 1<sup>st</sup> November 2018.  
Next GP Meeting on 21<sup>st</sup> February 2019.

**The meeting closed at 22.00**

Signed:

Dated: 21<sup>st</sup> February 2019